October 26, 2026 **Regular Board of Education Meeting and Held in the Engagement Center and Public Hearing - UAS Charter School**

Present: **Jack Bono** **Absent: 0**
Erik Morse
Dominick Bellino
Jason Wasielewski
Kathleen Sarafin – arrived 6:35 p.m.
Patrick Fraccola
Tricia Service

Others Present: Joseph Palmer, Superintendent, Kacey Sheppard, Assistant Superintendent of Business and Technology, Dominica Helmer, Deputy Board Clerk, Victoria Cavaretta – student board member.

Call to Order:
The meeting was called to order by Jack Bono at 6:00 p.m. and the Pledge of Allegiance was recited.

Roll Call:
Roll call was taken by Jack Bono 7– Present 0 – Absent

Public Hearing – Utica Academy of Science Charter School - Dr. Tolga Hayali, Superintendent

Convene to Executive Session – A motion was made by Dominick Bellino, seconded by Jason Wasielewski, at 6:30 p.m., to discuss the Collective Bargaining Process

Convene to General Session – a motion was made by Dominick Bellino, seconded by Jason Wasielewski, to convene to General Session at 7:00 p.m.

Reports/Presentations/Good News to Share:
1. Student Board Members – Updates/News - Victoria Cavaretta
2. Ass't. Superintendent Kacey Sheppard
3. Superintendent Joseph Palmer – Updates & Capital Project Report Update

Discretionary Period for Residents to Address the Board:
Ronald Gatto, 221 First Ave., Frankfort, NY – addressed the Board regarding Agenda and Minutes posting to the school website, Executive Session Minutes, Open Meetings Law.

Julie Shank, 473 Brockway Road, Frankfort, NY – addressed the Board regarding her concern of the absence of a Chemistry teacher, and securing a substitute, in preparation for Regents Exam.

Consent Agenda:
A motion was made by Dominick Bellino, seconded by Kathleen Sarafin, to approve the following **CONSENT AGENDA**: Minutes, Finance, Personnel P-1 - P-5, New Business 1 - 3.

7 - YES 0 - NO MOTION PASSED

Minutes:
October 13, 2026

Finance:
1. Treasurer's Report
2. Revenue Report
3. Multi Fund Report
4. Bank Reconciliation
5. Trial Balance report
6. Appropriation Status
7. Revenue Status Report
8. Scholarship Report
9. Extraclassroom Activities Fund Report

Personnel:

1. Accepted Resignation from Custodian:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Jeff Bourgeois from his position of Custodian, effective 10/18/26.

2. Accepted Resignation from Cleaner:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Philip Lavier from his position of cleaner, effective 10/18/26.

Personnel:
(Continued)

3. Appointed Senior Custodian:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Jeff Bourgeois to the position of Senior Custodian, with a yearly salary of $52,043.02, effective 10/19/26.

4. Appointed Custodian:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Philip Lavier to the position of Custodian, with a yearly salary of $41,468.61, effective 10/19/26.

5. Appointed Cleaner:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Christopher Hight to the position of cleaner, with a yearly salary of $35,692, plus night differential of $975, effective 10/19/26.

New Business:

1. CSE/CPSE Reviews

Student ID	Meeting Date
580513420	10/08/2026
580513490	10/09/2026
580512857	10/08/2026
580511999	10/06/2026
580513698	10/06/2026
580513226	10/09/2026
580513682	10/08/2026
580513839	10/09/2026
580513229	10/09/2026
580512417	10/05/2026
580513729	10/06/2026
580512140	10/07/2026
580512142	10/16/2026
580511822	10/06/2026
580513234	10/08/2026
580513168	10/06/2026
580511642	10/07/2026
580513551	10/08/2026
580513532	10/09/2026
580512151	10/06/2026
580512587	10/06/2026
580513554	10/08/2026
580512976	10/06/2026
580512705	10/14/2026
580512192	10/14/2026
580512116	10/13/2026
580513869	09/29/2026

2. Audit of Section 4000 (partial audit) – Approval

#4010	Underlying Purpose of Financial Management
#4020	System of Accounts
#4022	Disbursements
#4024	Annual Audit
#4025	Petty Cash
#4026	Investments
#4027	Audit Committee
#4041	Budget Hearing
#4042	Budget Planning
#4043	Budget Spending Plan
#4044	Transfer of Funds
#4045	Contingency Budget

3. Accepted Donation of Cones for the Parking Lot at the Elementary School:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the donation of cones to be used in the Elementary School Lot, donated by Walter and Denise Reska.

Old Business:
N/A

Adjourn – A motion was made by Erik Morse, seconded by Kathleen Sarafin to adjourn at 7:12 p.m.

7 – YES 0 – NO MOTION PASSED

Respectfully Submitted,

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District Clerk

October 13, 2026 **Regular Board of Education Meeting and Audit Committee Meeting**

Held in the Engagement Center

Present: **Jack Bono** **Absent: 1 - Patrick Fraccola Jr.**
Erik Morse **Tricia Service**
Dominick Bellino
Jason Wasielewski
Kathleen Sarafin

Others Present: Joseph Palmer, Superintendent, Kacey Sheppard, Assistant Superintendent of Business and Technology, Connie Giordano, District Clerk, Dominica Helmer, Deputy Board Clerk, Kristofer Kirkpatrick and Jocelyn Reynolds, Secondary Co-Principals, Victoria Cavaretta– student board member.

Call to Order:
The meeting was called to order by Jack Bono at 6:30 p.m. and the Pledge of Allegiance was recited.

Roll Call:
Roll call was taken by Jack Bono 5– Present 2 – Absent

Convene to Executive Session – a motion was made by Jason Wasielewski, seconded by Erik Morse at 6:30 p.m. to discuss the Collective Bargaining Process.

Convene to General Session – a motion was made by Kathleen Sarafin, seconded by Jason Wasielewski, to convene to General Session at 6:30 p.m.

Reports/Presentations/Good News to Share:
1. Jr./Sr. High School Showcase – Kris Kirkpatrick and Jocelyn Reynolds
2. Student Board Members – Updates/News - Victoria Cavaretta
3. Ass't. Superintendent Kacey Sheppard
4. Superintendent Joseph Palmer – Updates & Capital Project Report Update

Discretionary Period for Residents to Address the Board:
N/A

Consent Agenda:
A motion was made by Kathleen Sarafin, seconded by Dominick Bellino, to approve the following **CONSENT AGENDA**: Minutes, Finance, Personnel P-1 - P-13, New Business 1 - 5.
5 - YES 0 - NO MOTION PASSED

Minutes:
September 22, 2026

Finance:
1. Treasurer's Report
2. Revenue Report
3. Multi Fund Report
4. Bank Reconciliation
5. Trial Balance report
6. Appropriation Status
7. Revenue Status Report

Personnel:
1. Accepted Resignation from Teacher's Assistant:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Jackie Bono from her position of Teacher's assistant, effective October 5, 2026.

2. Appointed Typist at Elementary School:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Jackie Bono to the position of Typist, (10-month position), at a yearly salary of $30,717.50 (pro-rated), effective October 6, 2026.

3. Accepted Resignation from Senior Custodian:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Matthew Crim, from his position of Senior Custodian, effective October 25, 2026.

Personnel:
(Continued)

4. Appointed Teaching Assistant:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Jacquelyn Zygmunt to the position of Teaching Assistant, at an annual pay rate $22,400, effective October 6, 2026. This is a four-year probationary appointment extending from October 6, 2026 to October 6, 2030, and is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

Certifications:
- Teaching Assistant: In progress

Job Related Experience/Trainings:
- Herkimer BOCES- 1:1 Teachers Aide: November 2023-Present
- Substitute Teacher/TA: December 2022-October 2023

Justification:
- Resignation of Jackie Bono to take Elementary Typist Position

5. Appointed AM Drivers' Education Instructor:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Kristina Newtown to the position of AM Drivers' Education Instruction, with a salary of $5,280 per session, for the 2026-2027 school year.

6. Appointed PM Drivers' Education Instructors:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints the following to the position of PM Drivers' Education Instructors, at a pay rate of $55/hr., for the 2026-2027 school year:
Jordan Purinton
Audrey Cucci

7. Accepted Resignation from Schedule E Position:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the resignation of Donna Barberio from her position of Elementary Yearbook co-advisor.

8. Adjusted Appointment and Stipend of Schedule E Position – Elementary Yearbook Advisor:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby adjusts the appointment and stipend of Shannon Gerould – from Elementary Yearbook Co-advisor, to Elementary Yearbook Advisor, and stipend adjustment from $300 to $600.

9. Adjusted Appointment of Elementary Music Teacher:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby adjusts the appointment of Jaiden Baker, from Step 2, to Step 3. There is no adjustment to the salary.

10. Appointed Substitute Teacher/T.A.:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Addyson Thibault as a substitute Teacher/T.A., at a pay rate of $117/day and $115/day, respectively. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

11. Appointed Substitute Teacher/T.A.:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Jillian McKernan as a substitute Teacher/T.A., at a pay rate of $117/day and $115/day, respectively. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

12. Schedule E Appointment:
Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints the following as Seventh Grade Class Co-Advisors:

Alexandria Bick	$500
Kacey Sheppard	Volunteer

13. Appointed Substitute Cleaner:

Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby appoints Gary Hight as a substitute cleaner, at a pay rate of $16.00/hr. This appointment is contingent upon clearance from the New York State Department of Education (fingerprint clearance).

New Business:

1. Approval of Policy – Implementation of NYS Education Law – 3201

2. Management Response Letter (attached)

   Acceptance of 2026 Financial Audit and 2025 -2026 Management Response of Financial Statement Audit:
   Be it resolved that the Frankfort-Schuyler Central School District Board of Education hereby accepts the 2025 -2026 Financial Audit and 2025 -2026 Management Response in relation to the audit.

3. Accept Donation for First Presbyterian Church to be used by Elementary Nurse:

   Be it resolved that Frankfort-Schuyler Central School District Board of Education hereby accepts the donation of $200 from the First Presbyterian Church to be used by the Elementary Nurse, at her discretion.

4. CSE/CPSE Reviews:

Student ID	Meeting Date
580513438	10/05/2026
580512905	10/05/2026
580512456	10/05/2026
580512284	10/05/2026
580512888	09/28/2026
580512181	10/05/2026
580512187	10/05/2026
580512806	10/05/2026
580511932	10/05/2026
580512212	10/05/2026
580512058	09/24/2026
580512949	09/24/2026
580513771	10/01/2026
580513411	09/16/2026
580512877	09/22/2026
580512891	10/02/2026
580513619	10/01/2026
580513396	09/22/2026
580513868	09/29/2026
580511987	09/16/2026
580513861	09/14/2026
580513121	09/16/2026
580512833	09/16/2026
580513364	09/16/2026
580512861	09/22/2026
580513445	09/16/2026
580513205	09/16/2026
580513078	09/22/2026
580513370	09/22/2026
580513458	09/16/2026
580513835	09/14/2026

5. Audit of Section 4000 (partial audit) – Second Read
   - #4010 Underlying Purpose of Financial Management
   - #4020 System of Accounts
   - #4022 Disbursements
   - #4024 Annual Audit
   - #4025 Petty Cash
   - #4026 Investments
   - #4027 Audit Committee
   - #4041 Budget Hearing
   - #4042 Budget Planning
   - #4043 Budget Spending Plan
   - #4044 Transfer of Funds
   - #4045 Contingency Budget

Old Business:

Regents Exams – Discussion
Tax Error Issue – Discussion
Special Education Meetings (discussion not specific to students) - Discussion

Adjourn – A motion was made by Kathleen Sarafin, seconded by Jason Wasielewski to adjourn at 7:46 p .m.

5 – YES 0 – NO MOTION PASSED

Respectfully Submitted,

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District Clerk